

## Instructions for Accessing E-Books and Audiobook Downloads

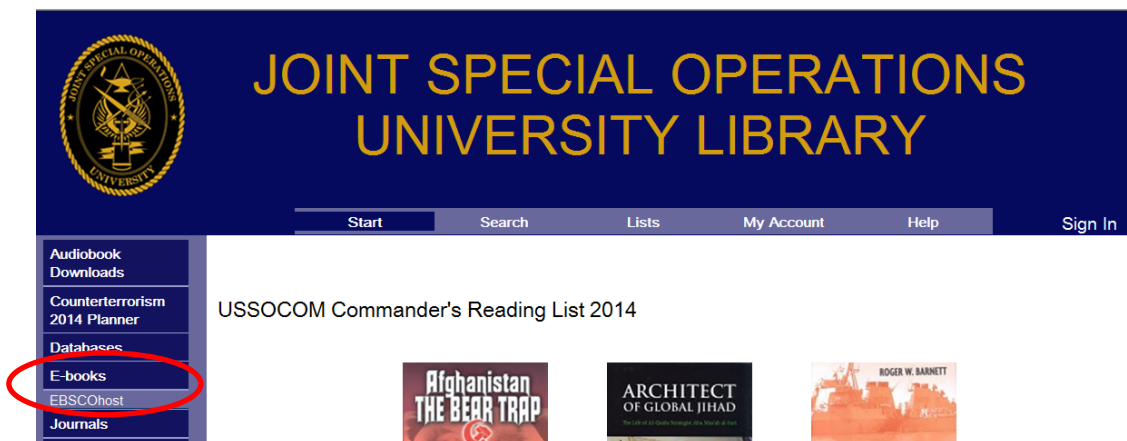
### Accessing E-book Collection

1. Go to the following URL: <https://elibrary6.eosintl.com/U60005/opac>

The URL will take you to the JSOU Library Management System which is pictured below.



2. On the far left side of the screen, you will see a vertical, drop-down menu. Click on the button labeled E-books, and the EBSCOhost button (which is the link to the E-book Collection) will appear under it (see below).



3. Click on the EBSCOhost button, and the following page will open up in a new window:


A screenshot of the login page for the Joint Special Operations University Library. The header features the JSOU logo and the title "JOINT SPECIAL OPERATIONS UNIVERSITY LIBRARY". Below the header, a message states: "This resource requires a valid JSOU library card/ID number and password. If you do not have one and qualify as a JSOU library patron, please call us at 813-826-4663." There are two input fields: "Please enter your JSOU library card/ID number:" and "Please enter your password:". A "Login" button is located at the bottom left.

4. To gain access to the EBSCOhost E-book Collection, type in your JSOU Library ID Number in the first box and your 6 letter Password (all lowercase) in the second box.



Unless otherwise assigned, your JSOU Library ID Number appears on the back of your Library Key Tag.

Click on the Login button (see below).



## JOINT SPECIAL OPERATIONS UNIVERSITY LIBRARY


This resource requires a valid JSOU library card/ID number and password. If you do not have one and qualify as a JSOU library patron, please call us at 813-826-4663.

Please enter your JSOU library card/ID number:

Please enter your password:

The following page will open up in a new window.

Sign In Folder Preferences Languages New Features! Help Exit

**Choose Databases | [Select another EBSCO service](#)** JSOU

To search within a single database, click the database name listed below. To select more than one database to search, check the boxes next to the databases and click [Continue](#).

☐ Select / deselect all

☐ **Audiobook Collection (EBSCOhost)**

Search audiobooks, listen to samples, and download your selection.

[More Information](#)

☐ **eBook Collection (EBSCOhost)**

Search and view the full text of eBooks.


[More Information](#)

☐ **International Security & Counter Terrorism Reference Center**


This database offers information on virtually every dimension of security & counter-terrorism and is designed to inform the analysis process, as well as enhance the general

5. In the new window, click on the second database from the top which reads eBook Collection (EBSCOhost), and the eBook Collection search page will appear (see below).

New Search Dictionary eBooks Sign In Folder Preferences Languages New Features! Help Exit

**Searching: eBook Collection (EBSCOhost) | [Choose Databases](#)** JSOU


[Basic Search](#) [Advanced Search](#) [Search History](#)


 **eBook Collection**

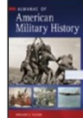
**Browse By Category**


Biographies & Memoirs  
Engineering & Technology  
Fiction  
History  
Law  
Political Science  
Sciences  
Social Sciences

**Highlights** [View All](#)

**Hezbollah : The Global Fo...**  
by [Levitt, Matthew](#)

**Convergence: Illicit Netw...**  
by [National Defense Univers...](#)

**Almanac of American Milit...**  
by [Tucker, Spencer](#)

**Modern Warfare : Armed Gr...**  
by [Perrin, Benjamin](#)

6. Use the search engine to look up specific e-books by typing in the title, author, subject, keyword, etc. in the search box at the top of the screen and clicking on the Search button.

Example – Using the word Hezbollah in the search box brings up the below results.

The screenshot shows the EBSCO eBooks search interface. At the top, there's a navigation bar with 'New Search', 'Dictionary', and 'eBooks'. A search bar contains the text 'hezbollah' and a green 'Search' button. Below the search bar, there are links for 'Basic Search', 'Advanced Search', and 'Search History'. The main content area displays 'Search Results: 1 - 2 of 2'. The first result is 'Hezbollah : The Global Footprint of Lebanon's Party of God' by Levitt, Matthew, published in 2013. It includes a thumbnail of the book cover, the author's name, publication information, and subjects: 'POLITICAL SCIENCE / Political Process / Elections' and 'POLITICAL SCIENCE / Political Process / General'. There are links for 'eBook Full Text', 'Download (Offline)', 'Table of Contents', and 'Most Relevant Pages From This eBook'. The second result is 'Hezbollah : A Short History' by Norton, Augustus R., published in 2009. It also includes a thumbnail, author name, publication information, and subjects: 'POLITICAL SCIENCE / Political Process / Political Parties', 'Geopolitics--Middle East', 'Islam and politics--Lebanon', 'Shiites--Lebanon--Politics and government'. Links for 'eBook Full Text', 'Table of Contents', and 'Most Relevant Pages From This eBook' are provided. On the left side, there's a 'Refine Results' section with 'Current Search' (Boolean/Phrase: hezbollah), 'Limit To' (Full Text, Download Available), and a 'Publication Date' range from 2009 to 2013. There's also a 'Source Types' dropdown.

NOTE: There is a separate instruction on search engine usage. If you would like individual instruction, contact the Library at 813-826-4663.

7. Click on the title of the e-book that you wish to view, for example, *Hezbollah : The Global Footprint of Lebanon's Party of God*, and the following page will open with more detailed information about it.

The screenshot shows the detailed record page for the e-book 'Hezbollah : The Global Footprint of Lebanon's Party of God'. The top navigation bar is the same as the search results page. The main content area has a title 'Hezbollah : The Global Footprint of Lebanon's Party of God' and a subtitle 'Result List | Refine Search | 1 of 2'. Below the title, there's a section for 'Authors: Levitt, Matthew' and 'Publication Information: Washington DC : Georgetown University Press. 2013'. The 'Description' is 'eBook'. The 'Categories' are 'POLITICAL SCIENCE / Political Process / Elections' and 'POLITICAL SCIENCE / Political Process / General'. 'Related ISBNs' are '9781626160132' and '9781626160149'. The 'Accession Number' is '638060'. There's a thumbnail of the book cover. Below this, there are links for 'Most Relevant Pages From This eBook' and 'Table of Contents'. On the left side, there's a 'Detailed Record' section with links for 'MARC Record', 'eBook Full Text', and 'Download This eBook (Offline)'. There's also a 'Related Information' section with links for 'Most Relevant Pages From This eBook' and 'Table of Contents'. On the right side, there's a 'Tools' section with links for 'Add to folder', 'Print', 'E-mail', 'Save', 'Cite', 'Export', 'Create Note', 'Permalink', and 'Bookmark'.

If this is the e-book that you want to read, you can do 1 of 2 things:

One, download it to your computer, tablet or phone (non-government), go to Step 8.

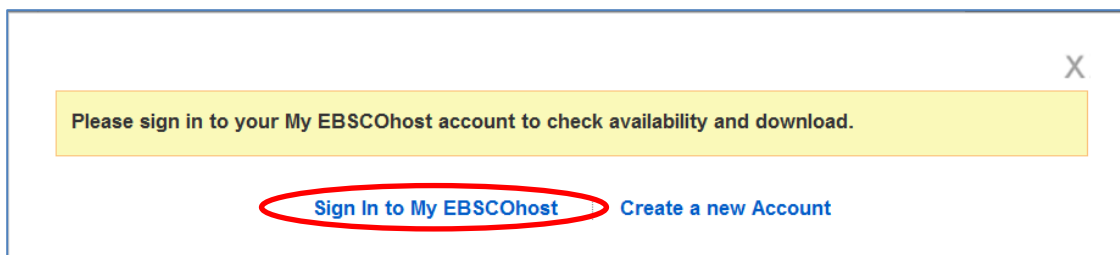
Two, read it online without downloading it (can be done from your government computer, tablet or device), go to Step 9.

8. Check out an e-book for download:

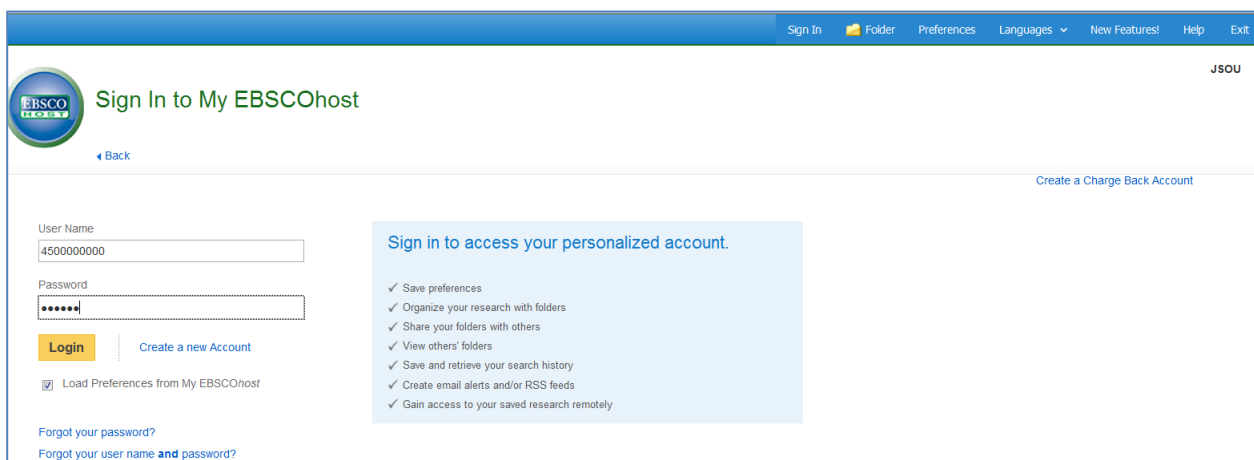
a. To download an e-book, click on Download This eBook (Offline) located on the far left of the screen (see below). If you do not see the Download This eBook (Offline) icon, then, because of licensing restrictions, this book cannot be downloaded. It can only be read online using eBook Full Text which is discussed in Step 9.



b. The following will appear and prompt you to sign into your EBSCOhost account. Do NOT create a new account because one has already been created for you. Instead, click on Sign In to My EBSCOhost.



c. The window below will appear. Use your JSOU Library ID Number and Password (all lowercase) that you were assigned for the User Name and Password here. Once you have entered your User Name and Password, click on the Login button.



d. The pop-up window below will appear, unless the e-book is already checked out. If it is checked out, skip to Part g concerning placing a Hold below. BEFORE you click on the Checkout & Download button, look at the Viewing Requirements. Depending on the device that you are downloading to, desktop (PC or Mac), a tablet or phone (Apple or Android) or Kindle device, you may need to download the software (or app) needed to view the e-book. This only has to be done once per computer or device making your second e-book download a faster and easier process.



Click on the link under Viewing Requirements that is appropriate to your computer or device, and a new window will open with instructions on downloading the software or app needed to view the e-book on your computer or device. Do not close the above window, as you will need to come back to it.

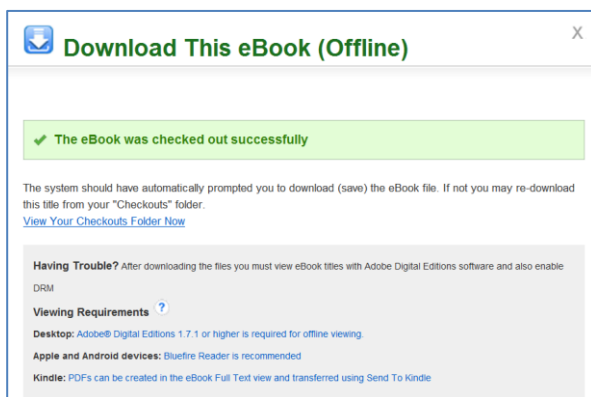
**Android/Galaxy users:** Use Chrome ONLY as your Internet browser when downloading e-books or the Bluefire Reader to your tablet or phone.

**Kindle device users:** You will have to open the e-book in eBook Full Text (discussed further down in Step 9) and click on the Printer icon which allows you to Print (create) a PDF in order to view the e-book on your Kindle device. Unfortunately, due to licensing restrictions placed by the publishers on some of our e-books, this will only work on some of our titles, and for the titles that it does work on, you are limited to creating 60 pages at a time.

NOTE: You CANNOT download an e-book to your government computers or devices because of security rules (safeguards placed on these computers or devices block the download of the e-book and the software needed to view it). To view on a government computer, you will have to view the e-book online in eBook Full Text which will be discussed later in this document under Step 9.

NOTE: You will be prompted to open an account with whatever software or app that you download. The software or app is free. Remember your account number and password that you create because we will NOT have a record of it, and you will need it when you view your e-books. Also, remember, if prompted to add your email address when you setup your account, DO NOT use your government or military address. Use a personal email address that does not contain your name in the address itself.

e. Now that you have downloaded the viewing software or app, go back to the previous page where you were asked to checkout (Step 8 Part d), and click on Checkout & Download. The following will appear.



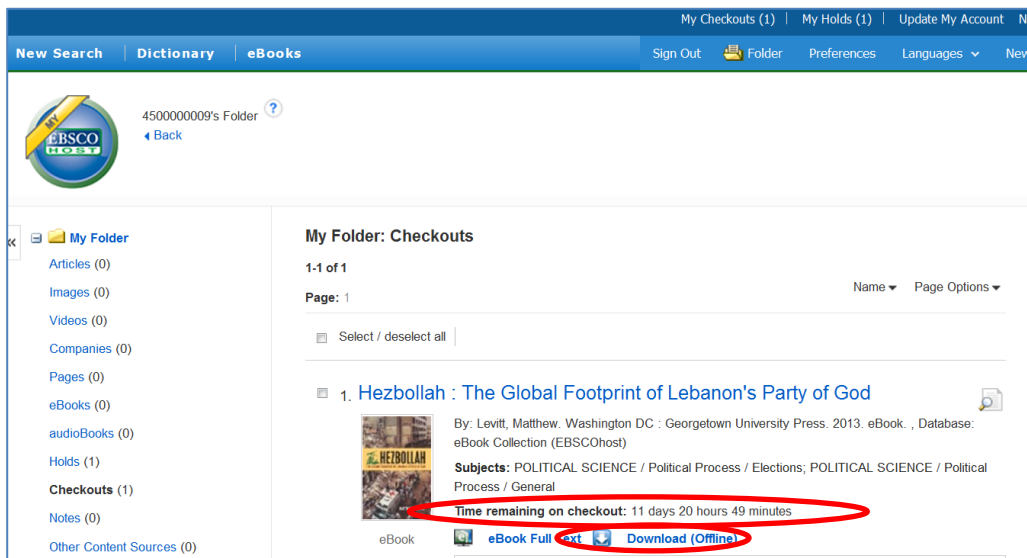
You should automatically be prompted either to save your e-book to your device, or the e-book should automatically open in the software or app reader that you downloaded. You may be prompted to log into your Bluefire or Adobe account first. This is the ID and password that you chose when you downloaded the Bluefire or Adobe Digital Editions software. If none

of the above happens, open the reader software or app, make sure you are logged in to the account that you created and, then, see if the e-book is saved there.

f. The checked out e-book will appear in your Folder and under My Checkouts, both of which appear at the top right of the screen when you are signed into your EBSCOhost account (see below). The duration for check out is 14 days at the end of which time the e-book will automatically check itself back into the system.



Click on either if you need to download the e-book to another device or if you want to check how much time remains on your check out (see below).



There are no renewals, but if no one has checked the e-book out after it is returned, you may check it out again.

g. If you click on Download the eBook (Offline) and the e-book is checked out, you will be given the option of placing it on hold (see below).

You must be signed into your EBSCOhost account to do this. Everyone's account is automatically setup with a fake email address for security and privacy reasons. If you want to change this to your personal email address (DO NOT use your military or government email address), make sure the personal email address does not contain your name. Enter your email address, UNCHECK the box next to Always use this e-mail address and click on the Place Hold button. If you



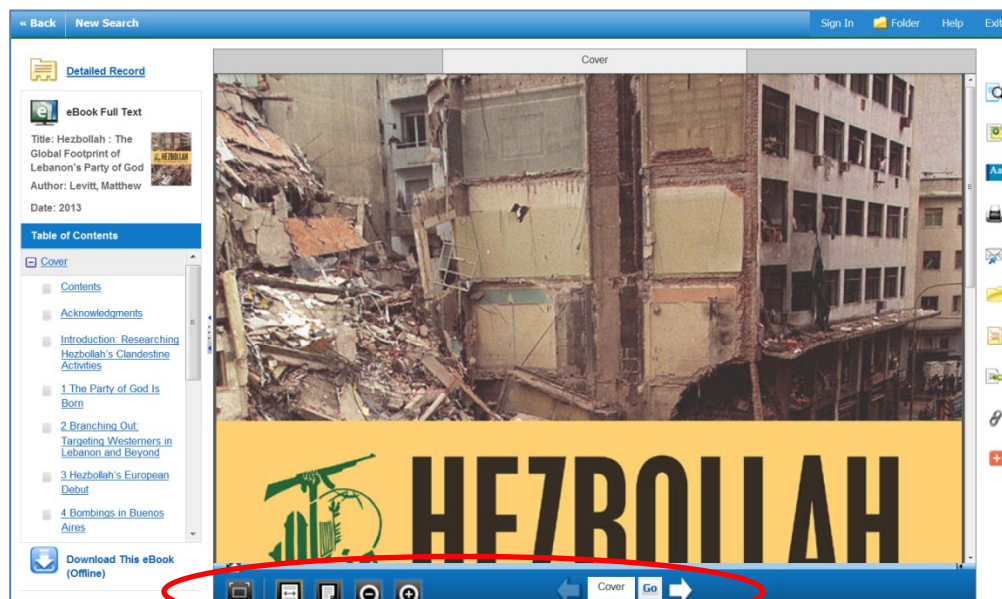
entered a personal email address, you will receive notification when the hold is available. If not, you will have to check your EBSCOhost folder to see when the e-book arrives. Either way, when the e-book is available, it will automatically appear in your folder. You will know that you have the e-book checked out under your EBSCOhost account when it is no longer listed under Holds and is now listed under Checkouts in your folder.

9. Read an e-book online (no downloading necessary)

a. To read an e-book online, click on eBook Full Text located on the far left of the screen (see below).



b. The following page will appear.



There are controls at the bottom of the page to turn the pages and zoom in and out (see circled in red). This is a way to read our e-books at your government computer without having to download. Also, some of our e-books are reference, and if you are just looking up a few facts, it is easier to read it online then to download it, especially, if others are waiting to look at it too. You do not have to be logged into your EBSCOhost account to view online.

Note: If all copies of the e-book are checked out, you will not be able to read the full-text online.

10. To logout of your EBSCOhost account, click on Sign Out at the top of the screen (see below).

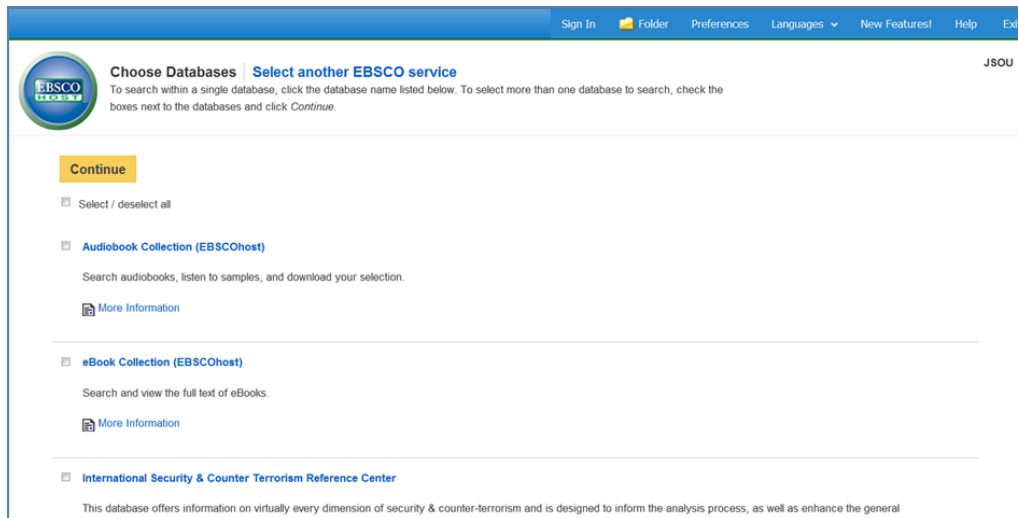


11. To close the Collection, click on Exit at the top of the screen or close the window (see below).

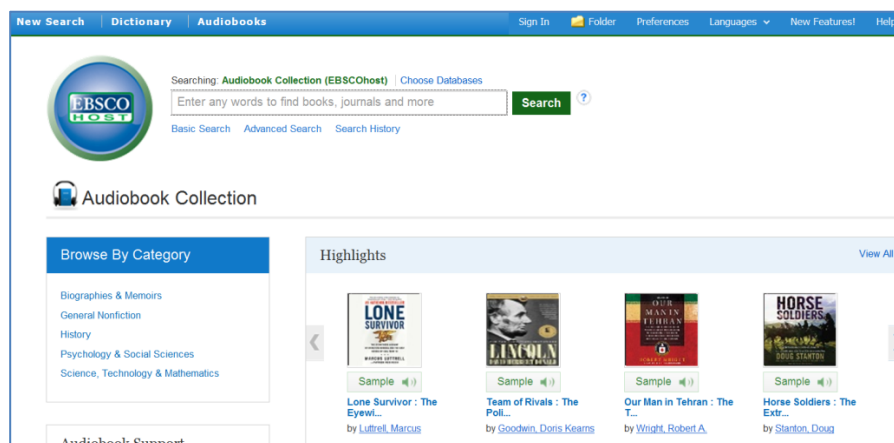


## Accessing Audiobook Downloads

Steps 1-4 are the same as Step 1-4 above for Accessing E-book Collection. Follow them and the following page appears.

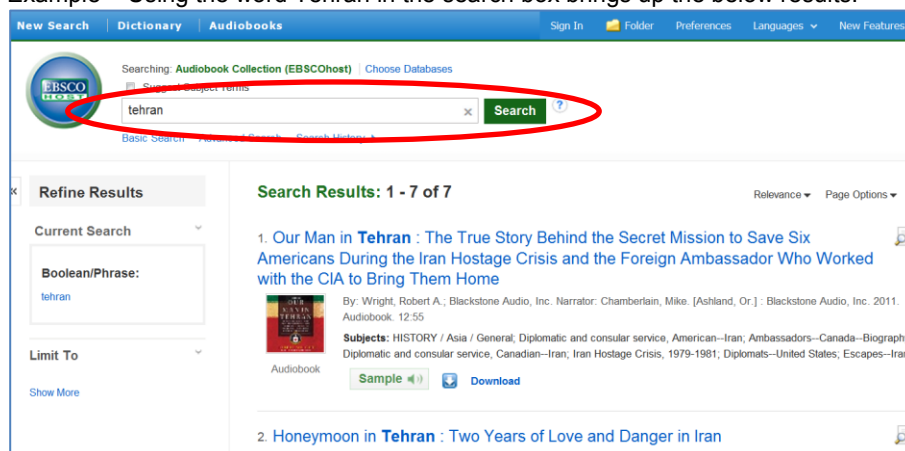


5. In the new window, click on the first database from the top which reads Audiobook Collection (EBSCOhost), and the Audiobook Collection search page will appear (see below).



6. Use the search engine to look up specific audiobooks by typing in the title, author, subject, keyword, etc. in the search box at the top of the screen and clicking on the Search button.

Example – Using the word Tehran in the search box brings up the below results.



NOTE: There is a separate instruction on search engine usage. If you would like individual instruction, contact the Library at 813-826-4663.



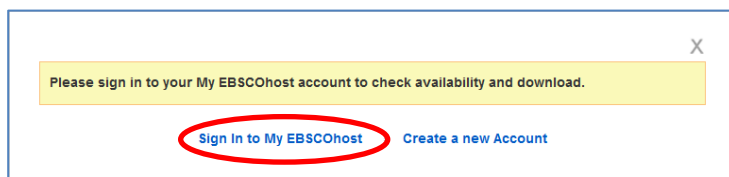
7. Click on the title of the audiobook that you wish to view, for example, *Our Man in Tehran*, and the following page will open with more detailed information about it.



8. To download the audiobook, click on Download This Audiobook located on the far left of the screen (see below).

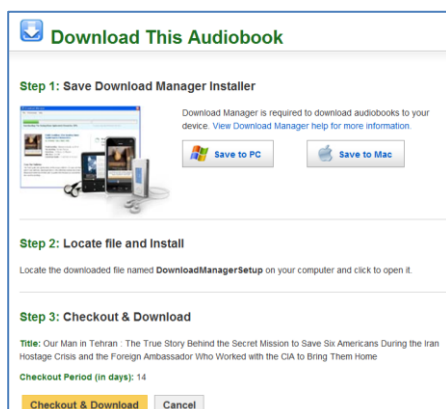


A pop-up window will appear (see below).



9. To sign into your EBSCOhost account (do NOT create one), follow Step 8 Parts b and c above under Accessing E-book Collection.

10. Once you are signed in, the following pop-up window will appear, unless the audiobook is already checked out. If it is checked out, go to Step 8 Part g concerning placing a Hold, located above under Accessing E-book Collection.

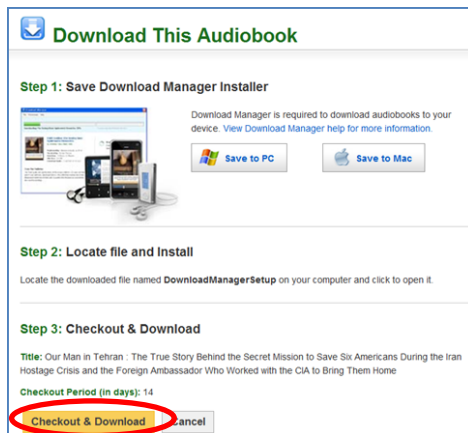


You will need to install the software that will allow you to play your audiobook to your computer before you download the audiobook, so follow steps 1 and 2 in the pop-up window BEFORE clicking on the Checkout & Download button in step 3. Keep the Download This Audiobook window open while you perform steps 1 and 2 as you will need it later. Any links on this window, will open in a new window and will not close this window. This only has to be done once per computer or device making your second audiobook download a faster and easier process.

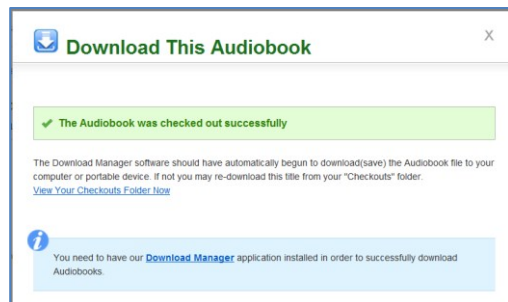
NOTE: If you want to download the audiobook to your tablet, phone or other audio device, you need to download it to your computer first, then, download it from your computer to your other device.

NOTE: You CANNOT download an audiobook to your government computers or devices because of security rules (safeguards placed on these computers or devices block the download of the audiobook and the software needed to listen to it).

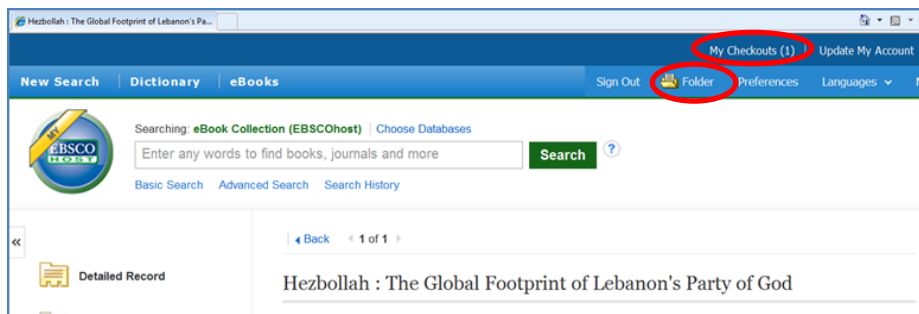
11. After you have downloaded, installed and opened the Download Manager Installer, go back to the Download This Audiobook page and click on the Checkout & Download button at the very bottom of the window (see below).



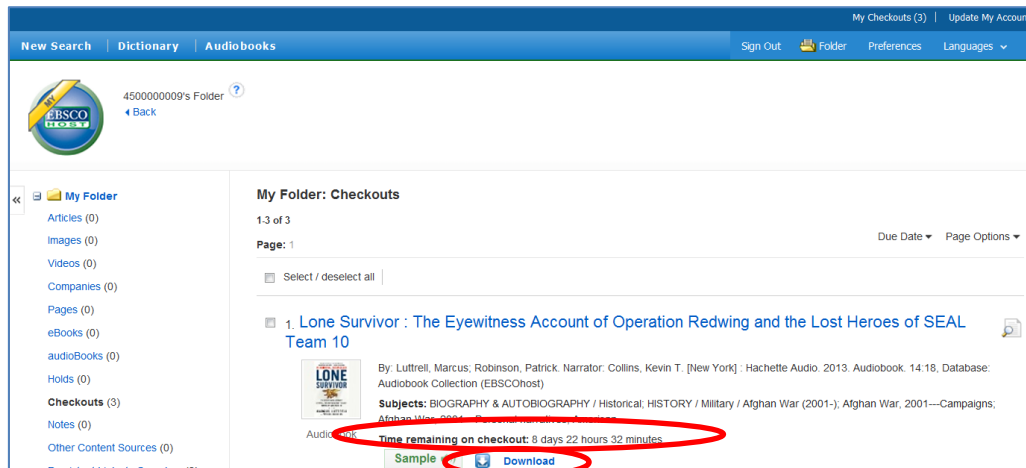
12. The below page will appear briefly, and, then, the audiobook should automatically download and open. If it does not open, go into Download Manager which you just installed and try opening the audiobook from there.



13. The checked out audiobook will appear in your Folder and under My Checkouts, both of which appear at the top right of the screen when you are signed into your EBSCOhost account (see below). The duration for check out is 14 days at the end of which time the audiobook download will automatically check itself back into the system.

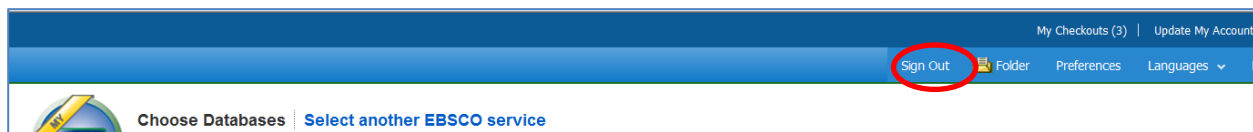


Click on either if you need to download the audiobook to another computer or if you want to check how much time remains on your check out (see below).



There are no renewals, but if no one has checked the audiobook download out after it is returned, you may check it out again.

14. To logout of your EBSCOhost account, click on Sign Out at the top of the screen (see below).



15. To close the Collection, click on Exit at the top of the screen or close the window (see below).



If you have any questions, call the Library at 813-826-4663.